

Committee of the Whole Meeting Minutes  
Passaic Board of Education  
Passaic, New Jersey 07055

Monday, March 30, 2015

6:00 p.m.

Board Meeting Room

AGENDA:

**A. Calling the Meeting to Order**

President Byron Bustos, Board President, called the meeting to order at 6:00 p.m. He said that the meeting is being held in accordance with the "Open Public Meetings Act". The meeting notice was mailed to The Herald News, El Diario, The Record and the presidents of the five employee groups.

**B. Invocation and Pledge of Allegiance**

**C. Roll Call**

Members present: Ms. Maryann Capursi, Mr. Horacio "Ray" Carrera, Ms. Kenia Flores, Mr. Peter Rosario, President Byron Bustos. Mr. Craig Miller arrived.

Absent: Vice President Richard Diaz, Mr. Salim Patel, and Mr. Ronald Van Rensalier

Also Present: Mr. Pablo Muñoz, Superintendent, Ms. Rachel Goldberg, Asst. Superintendent of Curriculum & Instruction, Ms. Aida Garcia, Chief of Operations, Ms. Erlinda R. Arellano, School Business Administrator and Ms. Michelle Calas. Asst. School Business Administrator

**D. Minutes of Meetings:** Committee of the Whole –February 23, 2015  
Regular Public Meeting – February 23, 2015  
Closed Session Minutes – February 23, 2015

**E. Communication and Presentation of Bills and Accounts by Secretary**

A motion was made to accept the Minutes and Board Communications and Presentation of Bills and Accounts

Moved: Mr. Peter Rosario Seconded: Ms. Maryann Capursi Vote: Voice Vote

**F. Remarks from the President of the Board**

President Bustos noted he will reserve his remarks for the Regular Public Meeting.

**G. Reports from the Superintendent of Schools**

Mr. Muñoz reserved his remarks for the Regular Public Meeting

**H. Public Comment**

Mr. Jaroslaw Jackiw- 266 Lafayette Ave. asked the following questions:

1. Has the Director of Facilities/ Facilities Manager/ PHS Administrators addressed all issues at PHS Food Services Areas/ Lavatories?
2. Have the neglected/ unsanitary issues at school no. 6 lavatories been addressed by the Director of Facilities/ Facilities Manager/ School Administrators?
3. Do all the security staff at School No. 6 speak and comprehend English?
4. Is School No. 19 fully operational?
5. Could the Board President answer some of the questions that could not be answered at the Committee of the Whole Meeting of February 24, 2014 @ 6:31 p.m.?

President Byron Bustos responded that the budget is approved by the voters, the plan is to renovate the High School cafeteria. School 6 was already addressed in a previous meeting. Personnel matters cannot be addressed. School #19 is fully operational except for the classroom in the far-end where the damage started.

Mr. Santay Desai- 186 Mt. Pleasant Ave., Woodland Park, NJ asked how many South -Asian Gujarati speaking parent liaisons there are in the district and expressed that he felt that the population is underrepresented in the Passaic Public Schools.

President Byron Bustos explained that the parent liaisons in the district are relatively new and that the program was expanded a few years ago. About 19 parent liaisons in the district. He also explained that parent liaisons are only for each school, and that these positions are not created for each ethnic group.

Mr. Muñoz- asked for clarification on his question about parent liaisons.

**I) CURRICULUM AND EDUCATION SECTION**

The Superintendent of Schools recommends approval of the following recommendations.

**1. Approval to Meet in Closed Session**

Recommends that the Passaic Board of Education meets in closed session at 6:00 pm March 30, 2015 at the Board Room, 101 Passaic Avenue, Passaic, NJ to discuss personnel matters and HIB Report.

**2. Report of the Harassment, Intimidation and Bullying (HIB) Investigative Report for the Month of March 2015**

Recommends that the Passaic Board of Education accepts the Harassment, Intimidation and Bullying (HIB) Investigative Report for the month of March 2015, pursuant to N.J.S.A. 18A:37-1 et seq.

<b>Incident No.</b>	<b>Investigation Results</b>	<b>Actions Taken</b>
1415-148	Non-HIB	Conference, Counseling
1415-149	Non-HIB	Behavioral Intervention
1415-150	Non-HIB	Conference, Counseling
1415-151	Non-HIB	Behavioral Intervention
1415-152	Non-HIB	Behavioral Intervention
1415-153	Non-HIB	Counseling
1415-154	Non-HIB	Behavioral Intervention
1415-155	Non-HIB	Conference, Counseling
1415-156	Non-HIB	Conference, Behavioral Intervention
1415-157	Non-HIB	Behavioral Intervention
1415-158	HIB	Conference, Counseling
1415-159	HIB	Conference, Counseling
1415-160	HIB	Conference, Counseling
1415-161	HIB	Conference, Counseling, Suspension
1415-162	HIB	Conference, Counseling, Suspension
1415-163	HIB	Conference, Counseling
1415-164	HIB	Conference, Counseling, Detention
1415-165	HIB	Conference, Counseling
1415-166	HIB	Conference, Counseling, Detention
1415-167	HIB	Conference, Counseling
1415-168	HIB	Conference, Counseling
1415-169	HIB	Conference, Counseling, Detention
1415-170	HIB	Conference, Counseling, Suspension
1415-171	HIB	Conference, Counseling, Suspension
1415-172	Non-HIB	Counseling
1415-173	Non-HIB	Behavioral Intervention
1415-174	Non-HIB	Counseling
1415-175	Non-HIB	Counseling

**Report of the Harassment, Intimidation and Bullying (HIB) Investigative Report for the Month of March 2015 (Continued)**

<b>Incident No.</b>	<b>Investigation Results</b>	<b>Actions Taken</b>
1415-176	Non-HIB	Behavioral Intervention
1415-177	Non-HIB	Counseling
1415-178	Non-HIB	Counseling
1415-179	Non-HIB	Counseling
1415-180	Non-HIB	Counseling
1415-181	Non-HIB	Behavioral Intervention
1415-182	Non-HIB	Behavioral Intervention
1415-183	Non-HIB	Counseling
1415-184	Non-HIB	Counseling
1415-185	HIB	Conference, Counseling
1415-186	HIB	Conference, Counseling, Suspension

**3. Approval of Attendance at National Association for the Education of Young Children (NAEYC) 2015 National Institute for Early Education Professional Development**

Recommends that the Passaic Board of Education grant approval for Dr. Colleen Malleo, Ms. Liteove Tighe, and one (1) Instructional Coach to attend the National Association for the Education of Young Children (NAEYC) 2015 National Institute for Early Education Professional Development, June 6-10, 2015, New Orleans, Louisiana.

**Cost Not to Exceed:** \$5,000.00  
**Account No.:** 20-218-200-580-62-0000

**4. Approval for Attendance at High/Scope International Conference, Ypsilanti, Michigan**

Recommends that the Passaic Board of Education grant approval for Dr. Colleen Malleo, Ms. Liteove Tighe, and one (1) Instructional Coach attend the High/Scope International Conference, Ypsilanti, Michigan on May 4 – 8, 2015.

**Cost Not to Exceed:** \$5,000.00  
**Account No.:** 20-218-200-580-62-0000

5. **Approval of Attendance at WRIGHTSLAW: Special Education Law & Advocacy Conference**

Recommends that the Passaic Board of Education grant approval for the following employees to attend the WRIGHTSLAW: Special Education Law & Advocacy Conference on May 14, 2015 from 9:00am to 4:30pm. The workshop will be held at JFK Airport Hilton, Jamaica, NY.

Name:

Gissel Cristobal  
Celia Duran  
Cynthia Marie Costa

**Cost Not to Exceed:** \$750.00

**Account No.:** 11-000-219-580-59-0000

6. **Approval for Attendance to the New Jersey PowerSchool Users Group (PSUG) 4<sup>th</sup> Annual Conference, Atlantic City, New Jersey**

Recommends that the Passaic Board of Education grant approval for Mr. John Gojdyecz, Teacher Coordinator to attend the New Jersey PowerSchool Users Group (PSUG) 4<sup>th</sup> Annual Conference to be held at the Sheraton Atlantic City Convention Center Hotel, Atlantic City, New Jersey from April 20 – 22, 2015.

**Cost Not to Exceed:** \$600.00

**Account No.:** 11-000-252-580-57-0000

7. **Approval to Attend the Orton Gillingham Training**

Recommends that the Passaic Board of Education grant approval for the following employees to attend the Orton Gillingham Training on June 22, 2015- June 26, 2015.

Name

Nury Garcia  
Margaret Pazwski

**Cost Not to Exceed:** \$4,050.00

**Account No.:** 20-231-100-300-50-1500

**8. Approval to Attend the 2015 National High School Drill Meet Championships in Florida**

Recommends that the Passaic Board of Education approves the high school's NJROTC students and chaperones to attend the following overnight field trip:

~National Drill Meet in Florida – April 30, 2015 through May 6, 2015

Some transportation funding for the National High School Drill Meet trip will be reimbursed by the Navy in the approximate amount of \$8,250.00.

**Cost Not To Exceed:** \$55,000.00

**Accounts Nos.:** 15-000-270-512-12-0090 (\$30,000.00)

15-190-100-800-12-0090 (\$25,000.00)

**9. Approval to Attend the Annual Music in the Parks Festival at Great Adventures, Jackson, New Jersey for Lincoln Middle School Band, Chorus and Strings**

Recommends that the Passaic Board of Education grant approval for Lincoln Middle School band, chorus and strings to attend the Annual Music in the Parks Festival at Great Adventures, Jackson, New Jersey on May 15, 2015, May 22, 2015 and May 29, 2015.

**Cost Not to Exceed:** \$17,825.00

**Account Nos.:** 15-000-270-512-04-0000 (\$6,000.00)

15-190-100-800-04-0000 (\$11,825.00)

**10. Approval to Attend the Annual Music in the Parks Festival at Dorney Park and Wildwater Kingdom, Allentown, Pennsylvania for Dr. Martin Luther King, Jr. School No. 6 Band**

Recommends that the Passaic Board of Education grant approval for Dr. Martin Luther King, Jr. School No. 6 band to attend the Annual Music in the Parks Festival at Dorney Park and Wildwater Kingdom, Allentown, Pennsylvania on May 29, 2015.

**Cost Not to Exceed:** \$3,884.00

**Account Nos.:** 15-000-270-512-06-0000 (\$1,150.00)

15-190-100-800-06-0000 (\$2,734.00)

**11. Revision of Dates for Approval of Payment for Teachers to Revise Grades K-6 General Art and Music Curriculum**

From	To
March 9, 2015	May 9, 2015

**\*Original agenda approved February 23, 2015, page 7, item #9.**

**12. Approval of Accredited Summer School Program at the Passaic High School**

Recommends that the Passaic Board of Education grants approval for the organization of the 2015 Accredited Summer School Program at Passaic High School.

**13. Approval of the 2015 Alternate High School Assessment (ASHA)/ Student Review Assessment (SRA) Program – High School**

Recommends that the Passaic Board of Education grants approval of the 2015 Alternate High School Assessment (ASHA) /Student Review Assessment (SRA) Program at Passaic High School:

Enrollment: Open to Seniors that need the  
AHSA / SRA process to graduate in August 2015  
Dates: Monday, June 8<sup>th</sup> to Friday, June 26<sup>th</sup>, 2015 – Before and  
afterschool hours and 2 Saturdays

**Anticipated Course Offerings**

ASHA / SRA  
Language Arts  
Mathematics  
Language Arts (Native Language)  
Mathematics (Native Language)

**Cost Not to Exceed:** \$13,770.00  
**Account No.:** 15-421-100-101-12-0075

**14. Approval of Pupils for Special Instruction – 2014 – 2015 School Year**

Recommends that the Passaic Board of Education approves the following pupils, identified by number to attend the following schools for as long as may be necessary during the 2014-2015 school year.

DSS#	School	Tuition	Account
26182	Benway School Wayne, NJ	\$30,831.26	11-000-100-566-27-0000
24121	Brownstone School Saddle Brook, NJ	\$55,450.00	11-000-100-565-27-0000
26083	DayTop Mendham, NJ	\$21,168.00	11-000-100-566-27-0000
18585	Eastwick College (Hohokus)	\$9,900.00	11-000-100-566-27-0000
23579	Hackensack, NJ	\$9,900.00	11-000-100-566-27-0000
24883		\$9,900.00	11-000-100-566-27-0000
26270	Essex High School Passaic, NJ	\$28,539.00	11-000-100-562-27-0000
23300	Essex Valley School West Caldwell, NJ	\$28,556.88	11-000-100-566-27-0000
19281	Hohokus School of Trade	\$9,900.00	11-000-100-566-27-0000
19776	Paterson, NJ	\$9,900.00	11-000-100-566-27-0000
18311		\$9,900.00	11-000-100-566-27-0000
23333		\$9,900.00	11-000-100-566-27-0000
26420		\$9,900.00	11-000-100-566-27-0000
27225	New Haven Residential Treatment Center Spanish Fork, UT	\$75,846.00	11-000-100-567-27-0000
27346	Sage Day	\$25,987.50	11-000-100-566-27-0000
27347	Mahwah, NJ	\$25,987.50	11-000-100-566-27-0000
25755		\$25,987.50	11-000-100-566-27-0000
17723	Shortbridge Academy Milton, NH	\$32,867.80	11-000-100-567-27-0000
20587	YCS Fort Lee Educational Center Fort Lee, NJ	\$26,551.37	11-000-100-566-27-0000

<b>Total</b>	<b>\$28,539.00</b>	<b>11-000-100-562-27-0000</b>
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<b>Total</b>	<b>\$55,450.00</b>	<b>11-000-100-565-27-0000</b>
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<b>Total</b>	<b>\$264,270.01</b>	<b>11-000-100-566-27-0000</b>
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<b>Total</b>	<b>\$108,713.80</b>	<b>11-000-100-567-27-0000</b>
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**15. Field Trip Destination**

Recommends that Passaic Public Schools approves the district's additional field trip destinations in compliance with the N.J.A.C. 6A:23A-5.8.

<b>Destination</b>	<b>City</b>	<b>State</b>	<b>Purpose</b>	<b>Annual Event</b>	<b>Single Event</b>
Turtle Back Zoo	West Orange	NJ	Field Science Curriculum Observe Animal Life	X	
Universoul Circus	Newark	NJ	Field Trip		X
World of Wings	Teaneck	NJ	Educational, provides students opportunities to explore different species, including life cycles for butterflies and their bode structures. Provides students experiential learning that will reinforce the science curriculum.		X
Mitsuwan Marketplace	Edgewater	NJ	The purpose of the trip location Mitsuwa Marketplace is for students to have a hands on experience with the Japanese culture which is the basis of Anime Art		X
Saunders High School	Yonkers	NY	National History Bee (State Level)		X
Clary Anderson Arena	Montclair	NJ	Ice Skating-Afterschool	X	

**16. Approval of Resolution in Accordance with N.J.A.C. 6A:23A-18.5 #20 iii With Respect to the Lunch Program for Approved Private Schools for the 2015- 2016 School Year**

Recommends that the Passaic Board of Education approves that in accordance with N.J.A.C. 6A:23A-18.5, the Passaic Public Schools does not require approved private schools to:

- 1) apply for and receive funding from the Child Nutrition Program for the 2015-2016 school year.
- 2) to charge students for reduced and/or paid meals for the 2015-2016 school year.

This resolution is contingent upon the representation that the cost of the meals shall be included in the Department of Education approved tuition cost and that this action will result in no increase in the tuition costs and payments for students.

**17. Adoption of the Revised Academic School Calendar for the 2014 – 2015 School Year**

Recommends that the Passaic Board of Education adopts the following revised school calendar for the 2014 – 2015 School Year:

## PASSAIC PUBLIC SCHOOLS 2014-2015 SCHOOL CALENDAR

July 2014						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
August 2014						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
September 2014 [19/17]						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
October 2014 [22/22]						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
November 2014 [15/15]						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
December 2014 [17/17]						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

7/4/14	Independence Day - District Closed
9/1/14	Labor Day - District Closed
9/2/14	All Staff Report
9/3/14	Professional Development Day for Staff - Schools Closed for Students
9/4/14	School Open for Students
9/25-26/14	Rosh Hashanah - District Closed
10/23/14	Diwali - District Closed
11/6-7/14	N.J.E.A. Convention - District Closed
11/11/14	Veteran's Day - District Closed
11/26/14	One Session Day - District
11/27-28/14	Thanksgiving Recess - District Closed
12/23/14	One Session Day - District
12/24-31/14	Holiday Recess - District Closed
1/1/15	New Year's Day - District Closed
1/6/15	Three King's Day - District Closed
1/19/15	Observance: Dr. Martin Luther King's Jr. - District Closed
1/27/15	Snow Day - District Closed
2/2/15	Snow Day - District Closed
2/13/15	Professional Development Day for Staff - Schools Closed for Students
2/16/15	President's Day - District Closed
2/17-18/15	School No. 19 Closed
3/5/15	Snow Day - District Closed
4/2/15	One Session Day - District
4/3-10/15	Spring Recess - District Closed
5/25/15	Memorial Day - District Closed
6/25/15	Last Day of School - 182nd School Day (Except for School No. 19)
6/29/15	School No. 19 - Last Day of School - 182nd School Day

	Schools & District Closed
	Schools Closed for Students
	One Session Day
	Schools Closed - Teachers and Students
[ / ]	Teachers/Students Total Days Per Month
	*=School No. 19
	Inclement Weather Day
	School No. 19 Closed

The use of inclement weather days may impact upon the scheduled spring break in the calendar. In the event schools are closed due to inclement weather or other unforeseen event, the number of school days may be increased or decreased by school board action. The last 3 days of the school year are one session days.

January 2015							[18/18]
S	M	T	W	T	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	
February 2015							[18/17] [16/15]*
S	M	T	W	T	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
March 2015							[21/21]
S	M	T	W	T	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					
April 2015							[16/16]
S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			
May 2015							[20/20] S M
S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							
June 2015							[19/19] [21/21]*
S	M	T	W	T	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30					

**18. Approval of Attendance at the Destination Imagination Global Finals 2015**

Recommends that the Passaic Board of Education grants approval to Ms. Sonya Squitieri, Grade 8 English Language Arts teacher to attend the Destination Imagination Global Finals to be held in Knoxville, Tennessee Tuesday, May 20, 2015 – Saturday, May 23, 2015.

**Cost Not to Exceed:** \$629.40

**Account No.:** 11-000-223-580-19-0000

**19. Approval for Teachers to Attend Summer Institutes for Advanced Placement Courses**

Recommends that the Passaic Board of Education grant approval for the following employees to attend College Board Advanced Placement Institute.

<b>Staff Member</b>	<b>Location</b>	<b>Title of Institute</b>	<b>Dates</b>	<b>Registration</b>	<b>Tolls &amp; Miles</b>
Baptist, Suzanne	Drew University	English Literature & Composition	August 3 – 7	\$880.00	\$150.00
Bartlett, Rebecca	Manhattan College	Studio Art	August 3 – 7	\$1,290.00	\$150.00
Bartlett, Rebecca	Rutgers University	Art History	July 13 - 16	\$1,025.00	\$150.00
Bonilla, Camilo	Middlesex County College	Calculus AB	August 3 – 6	\$900.00	\$150.00
Bonilla, Camilo	Middlesex County College	Calculus BC	August 10 – 13	\$900.00	\$150.00
Boutcher, Gerald	Rutgers University	English Language & Composition	July 13 – 17	\$1,025.00	\$150.00
Cho, Eunice	Middlesex County College	Art History	August 3 - 6	\$900.00	\$150.00
DeVries, Devin	Drew University	US History	August 3 – 6	\$1,025.00	\$150.00
Flores, Marlon	Rutgers University	World History	June 29 – July 3	\$1,025.00	\$150.00
Gauthier, Elizabeth	Manhattan College	Music Theory	August 3 - 7	\$1,290.00	\$150.00
Godovanik, Mila	Manhattan College	Music Theory	August 3 – 7	\$1,290.00	\$150.00
Harrison, Maureen	Drew University	English Language & Composition	August 3 – 6	\$880.00	\$150.00

**Approval for Teachers to Attend Summer Institutes for Advanced Placement Courses (Continued)**

<b>Staff Member</b>	<b>Location</b>	<b>Title of Institute</b>	<b>Dates</b>	<b>Registration</b>	<b>Tolls &amp; Miles</b>
Kang, Lydia	Drew University	Calculus AB	August 3 - 6	\$880.00	\$150.00
Karacay, Habibe	Middlesex County College	Chemistry	August 3 - 6	\$900.00	\$150.00
Maria, Jose	Rutgers University	Spanish Language & Culture	June 29 - July 2	\$1,025.00	\$150.00
Martinez, Fanny	Rutgers University	Computer Science A	June 29 - July 2	\$1,025.00	\$150.00
Martinez, Sergio	Middlesex County College	Physics 1	August 3 - 6	\$900.00	\$150.00
Martinez, Sergio	Middlesex County College	Physics 1	August 3 - 6	\$900.00	\$150.00
Moens, Colleen	Middlesex County College	Calculus AB	August 3 - 6	\$900.00	\$150.00
Ruiz, Selemny	Middlesex County College	US History	August 3 - 6	\$900.00	\$150.00
Savinskaya, Inna	Rutgers University	Calculus BC	July 13 - 16	\$1,025.00	\$150.00
Savinskaya, Inna	Drew University	Calculus AB	August 3 - 6	\$880.00	\$150.00
Vargas, Carmen	Middlesex County College	Calculus AB	August 3 - 6	\$900.00	\$150.00
Velez, Jesus	Drew University	World History	August 3 - 7	\$880.00	\$150.00
Youmshakian, Teny	Drew University	Biology	August 3 - 7	\$880.00	\$150.00
Zeidan, Thuraya	Drew University	English Literature & Composition	August 3 - 7	\$880.00	\$150.00

**Cost Not to Exceed:** \$24,405.00

**Account No.:** 15-000-223-580-12-0087

- **End of Curriculum and Education Section** -

**J) Business and Finance Section**

The Superintendent of Schools recommends approval of the following recommendations.

**20. Payment of Bills for the Month of March 2015**

Recommends that the Passaic Board of Education approves payment of bills for the month of March 2015, as follows:

SUMMARY OF BILLS  
FOR THE PERIOD OF:  
February 18, 2015-March 18, 2015  
Check and Wire Disbursements Document

REGULAR CHECK NUMBERS	197191-197839
ENTERPRISE FOOD SERVICE CHECKS	014811-014843
VOIDED CHECK NUMBER	194526, 194882, 194951, 196864, 197120, 197126, 197265

	Amount Disbursed
10 GENERAL CURRENT EXPENSE	\$ 694,343.54
11 GENERAL CURRENT EXPENSE	\$ 7,533,850.77
12 CAPITAL OUTLAY	\$ 223,857.29
13 SPECIAL SCHOOLS	\$ -
15 WHOLE SCHOOL REFORM	\$ 1,141,271.29
20 SPECIAL REVENUE FUNDS	\$ 1,495,289.00
60 ENTERPRISE FUND	\$ 426,818.58
Total Check Disbursements	\$ 11,515,430.47
Total Wire Disbursements	\$ 3,659,596.20

TOTAL FOR CHECK AND WIRE	
DISBURSEMENTS:	\$ 15,175,026.67

Prepared By: Carmen Colon  
Accounts Payable Manager

Certified By: Ms. Erlinda R. Arellano  
School Business Administrator

Audited By: Ms. Michelle Calas  
Asst. School Business Administrator

**21. Approval of Budget Transfers**

Recommends that the Passaic Board of Education approves the budget transfers for the month of March 2015

<u>Account Number</u>	<u>Amount</u>	<u>Account Number</u>	<u>Amount</u>
<b>From:</b>		<b>To:</b>	
60-4460-0000	\$ (600,000.00)	60-910-310-600-25-0000	\$ 600,000.00
11-000-221-500-14-0000	\$ (45,994.00)	11-000-240-500-14-0000	\$ 45,994.00
11-000-221-580-14-0000	\$ (1,000.00)	11-000-240-580-14-0000	\$ 1,000.00
15-422-100-610-12-0088	\$ (30,000.00)	15-190-100-800-12-0088	\$ 5,000.00
		15-000-270-512-12-0088	\$ 15,000.00
		15-190-100-610-12-0088	\$ 10,000.00
11-000-262-622-56-0000	\$ (27,000.00)	11-000-266-610-55-0000	\$ 27,000.00
11-190-100-610-22-0000	\$ (27,000.00)	11-190-100-500-15-0000	\$ 27,000.00
11-000-261-100-56-0072	\$ (75,000.00)	11-000-262-100-56-0072	\$ 75,000.00
11-000-100-562-27-0000	\$ (500,000.00)	11-000-216-320-59-0000	\$ 1,275,000.00
11-000-100-563-27-0000	\$ (500,000.00)	11-150-100-320-27-0000	\$ 500,000.00
11-000-100-565-27-0000	\$ (100,000.00)		
11-000-100-566-27-0000	\$ (675,000.00)		
11-000-251-100-05-0000	\$ (68,650.08)	11-120-100-101-05-0000	\$ 20,000.00
11-000-251-100-58-0000	\$ (38,038.96)	11-130-100-101-05-0050	\$ 68,689.04
		11-140-100-101-05-0050	\$ 18,000.00
15-000-213-100-50-0000	\$ (16,012.00)	15-000-222-100-50-0000	\$ 16,012.00
11-000-251-100-05-0000	\$ (24,000.00)	11-000-240-101-19-0070	\$ 24,000.00
11-000-219-500-59-0000	\$ (9,000.00)	11-000-213-300-23-0000	\$ 9,000.00

<u>Account Number</u>	<u>Amount</u>	<u>Account Number</u>	<u>Amount</u>
15-000-211-171-12-0000	\$ (177,287.60)	15-000-213-100-50-0000	\$ 52,067.25
15-140-100-101-12-0000	\$ (328,306.49)		
		15-000-266-100-50-0000	\$ 15,792.90
		15-130-100-101-50-0000	\$ 135,346.84
		15-204-100-101-50-0000	\$ 139,821.56
		15-204-100-106-50-0000	\$ 59,060.80
		15-213-100-101-50-0000	\$ 33,985.80
		15-240-100-101-50-0000	\$ 5,307.87
		15-424-100-178-50-0000	\$ 64,211.07
15-130-100-101-04-0000	\$ (508,190.30)	15-000-211-173-65-0000	\$ 58,267.98
		15-110-100-101-65-0000	\$ 33,559.50
		15-190-100-106-65-0000	\$ 181,399.27
		15-213-100-101-65-0000	\$ 31,585.80
		15-120-100-101-65-0000	\$ 203,377.75
		15-000-240-103-65-0000	\$ 58,267.98
11-190-100-610-57-0000	\$ (100,000.00)	12-000-252-730-57-0000	\$ 100,000.00

**Approval of Budget Transfers (Continued)**

<u>Account Number</u>	<u>Amount</u>	<u>Account Number</u>	<u>Amount</u>
15-5200-012	\$ (505,594.09)	15-5200-050	\$ 505,594.09
15-5200-004	\$ (508,190.30)	15-5200-067	\$ 508,190.30

**22. Secretary’s Report--Acceptance and Certification – January 2015**

Recommends that the Passaic Board of Education accepts the Board Secretary’s financial report for the month of January 2015, based upon the certification of the Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10(c) (3), that no line item account or program category account has been overexpended, and that no account or fund has been overexpended and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

**23. Report of the Treasurer of School Moneys for the Month of January 2015**

Recommends that the Passaic Board of Education acknowledges and accepts the Report of the Treasurer of School Moneys for the month ended January 2015 which report is in agreement with the Secretary’s Report.

**24. Requisition for Local Tax Levy Payment from the City of Passaic – 2014-2015**

Recommends that the Passaic Board of Education approves the amount of district taxes for current expense and capital outlay required to meet obligations of the Board of Education for the period extending to the next Board of Education meeting, with the City of Passaic, (Passaic City Council), being hereby requested to place in the hands of the Custodian of School Moneys on the dates indicated in accordance with the statutes relating thereto.

March 10, 2015

\$1,200,000

Received (March 9, 2015)



**25. Acceptance and Approval of the Joan Lavine Keats Social Justice Awards for 2014**

Recommends that the Passaic Board of Education accepts and approves the Joan Lavine Keats Social Justice Awards for 2014, in the amount of \$350.00. The grant will be used by Lincoln Middle School Teacher Ms. Kirsten Huze for Holocaust/Genocide Resource Centers.

<b>Expenditure Category</b>	<b>Accounts</b>	<b>Budget</b>
Instructional Materials/ Supplies	20-682-100-600-04-0000	\$350.00

**26. Authorization to Accept the New Jersey Achievement Coaches Program Grant**

Recommends that the Passaic Board of Education accepts the New Jersey Achievement Coaches Program Grant from the New Jersey Department of Education in the amount of \$105,000 as approved in the discretionary grant awarded to Passaic Public Schools by the New Jersey Department of Education. The Office of Grants Management approved budget is as follows:

<b>Expenditure Category</b>	<b>Account Number</b>	<b>Amount</b>
Instructional Salaries	20-660-100-100-19-0000	\$ 2,716
Support Salaries	20-660-200-100-19-0000	\$ 66,900
Employee Benefits	20-660-200-200-19-0000	\$ 5,331
Purchased Professional and Technical Services	20-660-200-300-19-2000	\$ 18,000
Supplies and Materials	20-660-200-600-19-0000	\$ 3,000
Total Project Expenditures		\$105,000

**27. Approval to Award Additional Funds to DayTop, Mendham, NJ**

Recommends that Passaic Board of Education approves a contract with DayTop, 80 West Main Street, Mendham, NJ, 07945, to provide facility based educational instruction services to students referred by the Division of Special Education.

	<b>From</b>	<b>Increase</b>	<b>To</b>
Amount	\$75,000	\$50,000	\$125,000

**Cost Not to Exceed: \$50,000**  
**Account No.: 11-150-100-320-27-0000**

**28. Approval of an Amendment to the IDEA-B Budget to Allocate Funding for Additional Nonpublic School Smartboards**

Recommends that the Passaic Board of Education approves the federally funded IDEA-B transfer of funds for the FY2015 Nonpublic Proportionate Share in the amount of \$97,180

<u>Account Number</u>	<u>From</u>	<u>Account Number</u>	<u>To</u>
20-250-100-600-27-0200	\$97,180	20-250-400-731-27-0000	\$97,180

<b>Total</b>	<b>\$97,180.00</b>	<b>Total</b>	<b>\$97,180.00</b>
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**29. Approval of Increases in Vendor Contract's for Kid Clan, Hillmar, Mental Health Clinic and Essex Regional Educational Services Commission**

Recommends that the Passaic Board of Education approve an increase in vendor contract's for Kid Clan Speech and Physical Therapy, Hillmar Speech and Mental Health Clinic Psychological Evaluations with Support Services as seen below:

<b>Vendor Name/Discipline</b>	<b>Original Contract</b>	<b>Revised Contract</b>
<b>Kid Clan - CC 07-15 - (1)</b>	\$ 1,675,000	\$ 2,675,000
<b>Hillmar - CC 07-15 - (1)</b>	\$ 830,000	\$ 1,080,000
<b>Kid Clan - CC 04-15 - (1)</b>	\$ 310,000	\$ 375,000
<b>Mental Health Clinic of Passaic - RFP 20-15 - (1)</b>	\$ 40,000	\$ 75,000
<b>Kid Clan - RFP 28-15 - (1)</b>	\$ 7,500	\$ 22,500
<b>Essex Regional Educational Serv.Comm.-Home Instruction - (2)</b>	\$ 80,000	\$ 580,000

**Cost Not to Exceed:** \$1,365,000.00  
**Account No.:** (1) 11-000-216-320-59-0000

**Cost Not to Exceed:** \$500,000.00  
**Account No.:** (2) 11-150-100-320-27-0000

**30. Approval of 192/193 Additional Funding Requests**

Ms. Rachel Goldberg, Assistant Superintendent of Curriculum and Education recommends that the Passaic Board of Education approves the following 192/193 Additional Funding Requests:

<b>Vendor</b>	<b>Program</b>	<b>Account Number</b>	<b>Add'l Pupils</b>	<b>Funding Increase</b>
Catapult Learning	Comp. Education	20-502-100-320-59-0000	75	\$ 26,874.00
Catapult Learning	E.S.L.	20-503-100-320-59-0000	5	\$ 1,827.00
Essex Reg.Ed.Serv.Comm.	Initial Exam & Class	20-507-100-320-59-0000	15	\$ 18,898.00
Catapult Learning	Supplemental Instr.	20-506-100-320-59-0000	50	\$ 15,694.00
<b>Total</b>				<b>\$63,293.00</b>

Mr. Pablo Munõz, Superintendent of Schools, recuses himself from this recommendation.

**31. Approval of Race to The Top 3 Grant Budget from the NJ Department of Education**

Recommends that the Passaic Board of Education approves the budget for the Race to The Top 3 Passaic fourth and final year of the grant for the time period January 1, 2015 through September 30, 2015. The grant supports the transition to the Common Core State Standards by implementing approved professional development that is aligned to the Common Core State Standards, improves STEM (Science, Technology, Engineering and Mathematics) education by utilizing approved STEM professional development for Passaic Public Schools Science teachers in grades 6-10 and implements the teacher evaluation systems, including approved professional development and training for principals, VPs, supervisors and teachers

**Approval of Race to The Top 3 Grant Budget from the NJ Department of Education (Continued)**

<b>RACE TO THE TOP GRANT</b>	<b>ACCOUNT NUMBER</b>	<b>YEAR 4 AS OF 1/1/15 GRANT</b>	<b>Carry Over Year 1,2,3 as of 1/01/15</b>	<b>TOTAL BUDGET AS OF 1/1/15</b>
Salaries	20-698-100-100-19-0000		4,800	4,800
Personnel Services Salaries	20-698-200-100-19-0000	6,300	26,781	33,081
Employee Benefits	20-698-200-200-19-0000	482	2,233	2,715
Purchased Professional	20-698-200-300-19-0000	27,000	29,673	56,673
Other Purchased Services	20-698-200-500-19-0000	15,867	130,164	99,351
Supplies and Materials	20-698-200-600-19-0000	-	11,373	11,373
Equipment	20-698-400-731-19-0000		80,750	80,750
<b>Total</b>		<b>\$ 49,469</b>	<b>\$ 285,774</b>	<b>\$ 335,243</b>

**32. Resolution to Increase Amount of Contract- GL Group, Inc.**

Bid #262DEPS

<b>From</b>	<b>To</b>
\$35,000.00	\$47,300.00

**Cost Not to Exceed:** \$12,300.00  
**Account No.:** 11-000-262-590-56-0000

**33. Revisions to the NCLB Titles I Improving Basic Programs Operated by Local Education Agencies and School Improvement Programs 2014-2015 Budget Accounts**

Recommends that the Passaic Board of Education approves the revisions to the NCLB Titles I Improving Basic Programs Operated by Local Education Agencies and School Improvement Programs 2014-2015 Budget Accounts.

<b>TITLE I</b>			
<u>Description</u>	<u>Account</u>	<u>2014-2015 Blended Allocation From:</u>	<u>2014-2015 Blended Allocation To:</u>
Salaries/Stipends	20-231-100-100	\$430,175	\$470,031
Purchased Services	20-231-100-300	\$372,112	\$355,316
Other Objects	20-231-100-800	\$3,428	\$528
Salaries	20-231-200-100	1,426,684	\$1,311,184
Benefits	20-231-200-200	\$798,938	\$793,154
Prof and Tech Services	20-231-200-300	\$620,486	\$311,385
Other Purchase Services	20-231-200-500	\$56,523	\$35,206
Supplies and Materials	20-231-200-600	\$125,912	\$132,603
Schoolwide	20-231-520-930	4,479,849	\$4,904,700

**34. Resolution Approving PlanConnect, LLC as Third Party Administrator for 403(b) and 457(b) Plans**

Recommends that the Passaic Board of Education approves PlanConnect, LLC as the Third Party Administrator for its Section(s) 403(b) and 457(b) of the Internal Revenue Code of 1986, as amended, Plan(s) pursuant to the Hold Harmless and Third Party Administrative Agreement between Passaic Board of Education and PlanConnect, LLC at no cost to the Board.

**35. Purchases Exceeding Bid Threshold – School Election Services**

Recommends that the Passaic Board of Education, pursuant to N.J.S.A. 18A:18A-5(a) (13) and N.J.S.A. 18A:18A-5(b) approves the purchase of the following Annual School Election services which exceed the bid threshold and are exempt from bidding.

Vendor	Description of Purchase	Dept./School/Account	Amount
City of Passaic Municipal Clerk's Office Passaic, NJ 07055	School Election Costs - Estimate	Business Office  11-000-230-590-05-0000	\$44,785.65 Estimate
Passaic County Educational Services Commission Wayne, NJ	School Election Costs - Estimate	Business Office  11-000-230-590-05-0000	\$43,045.65 Estimate

Mr. Pablo Munõz, Superintendent of Schools, recuses himself from this recommendation.

**36. Approval of Purchase of Copier – State Contract**

Recommends that the Passaic Board of Education purchases the following Xerox copier and maintenance service from Stewart Business System a Xerox Company (State Contract A51145)

Qty.	Copier	Total Purchase	Maintenance	Location
1	Xerox 5875-APTG	\$18,855.00	\$260.00	Pulaski School No. 8

**Cost Not to Exceed:** \$19,115.00

**Account No.:** 15-120-100-730-08-0000 (Copier)

**Account No.:** 15-000-240-500-08-0000 (Maintenance)

**37. Approval of Purchase of Copier – State Contract**

Recommends that the Passaic Board of Education purchases the following Savin copier from Atlantic Tomorrow (State Contract A51464)

Qty.	Copier	Total Purchase	Location
1	Savin MP 6002SP	\$12,458.00	Daniel F. Ryan School No. 19

**Cost Not to Exceed:** \$12,458.00

**Account No.:** 15-120-100-730-67-0000 (Copier)

**38. Approval of Tuition Contracts**

Recommends that the Passaic Board of Education approves a tuition contract with Marie H. Katzenbach New Jersey School for the Deaf, 320 Sullivan Way, West Trenton, NJ 08625, to provide educational services during the 2014-2015 school year for one student. The term of the contract will be from March 16, 2015 through June 30, 2015.

**Cost Not to Exceed:** \$40,000.00

**Account No.:** 11-000-100-569-27-0000

**39. Approval of Tuition Contracts**

Recommends that the Passaic Board of Education approves a tuition contract with Essex Regional Educational Services Commission- Essex Junior Academy, 520 Pompton Avenue, Cedar Grove, NJ 07009. The term of the contract will be from March 19, 2015 through June 30, 2015.

**Cost Not to Exceed:** \$144,320.00

**Account No.:** 11-000-100-561-27-0000

**40. Resolution Accepting Donation of Apparel for Student Athletes—Passaic High School Baseball Varsity Team**

Recommends that the Passaic Board of Education approves the donation of apparel for student athletes of Passaic High School Baseball Varsity Team. The donation will be for twenty (20) of each of the following apparel with the Passaic Baseball Indians logo on it:

- 20 Cooling Performance T-shirts (Navy Blue)
- 20 Performance Shorts (Graphite)

The Passaic Board of Education offers its gratitude to the Passaic Baseball Booster Alumni Association.

**41. Resolution Authorizing Use of Competitive Contracting—Innovative Technology Math Based Program**

Recommends the use of the Competitive Contracting Process in accordance with N.J.S.A. 18A:18A-4.1 et seq. to procure qualified vendor to provide an Innovative Technology Math Based Program. Rachel Goldberg, Assistant Superintendent of Curriculum and Instruction will prepare the technical specifications and evaluation criteria. Ms. Erlinda R. Arellano, Business Administrator/Board Secretary will administer the Competitive Contracting process.

**42. Contract with Passaic County Educational Services Commission of Wayne, NJ for Temporary Personnel (Financial Clerk)**

Ms. Erlinda R. Arellano, School Business Administrator/Board Secretary recommends that the Passaic Board of Education enter into contract with the Passaic County Educational Services Commission of Wayne, New Jersey to contract a part time financial clerk beginning April 1, 2015 through June 30, 2015. Services will be paid at the hourly rate of \$20.50. *\*(Pending receipt of Criminal History Review clearance)*

Mr. Pablo Munõz, Superintendent of Schools, recuses himself from this recommendation.

Cost Not to Exceed: \$7,000.00  
Account No. 11-000-230-590-05-0000

**43. Authorization to Apply for the 2015 NJ Schools Insurance Group School Safety Grant Program**

Recommends the Passaic Board of Education grants approval to apply for the New Jersey Schools Insurance Group 2015 Safety Grant Program. This grant, if awarded, would provide Passaic Public Schools \$3,350 to be used for facilities safety, building security and/or safety equipment and training purchases to enable loss prevention. This twelve (12) month grant program will start July 1, 2015 through June 30, 2016.

**44. Authorization to Apply for a TD Bank Community Grant for ACCESS NJ21st Community Learning Centers Program Sustainability**

Recommends the Passaic Board of Education grants approval to apply for the TD Bank Community Grants program. This grant, if awarded, would provide Passaic Public Schools up to \$1,500.00 be used for field trips and educational activities. The grant will supplement the NJDOE grant for ACCESS programming for up to 225 students participating at Schools No. 9, No. 11 and Lincoln Middle School. This grant, if awarded would provide funding for the 2015 summer program or 2015 first semester after-school program.



**45. Approval of Use of School Facilities—Polish School of Jagiellonians, Inc. – Passaic High School**

Recommends that the Passaic Board of Education ratifies the administrative approval granting permission to the Polish School of Jagiellonians, Inc, to use two (2) classrooms located at Passaic High School on Thursday, March 19, 2015 for approximately two (2) hours starting at 6:00 p.m. for the International Mathematical Competition “Kangaroo 2015”.

**46. Termination of Student Transportation Route**

Recommends that Passaic Board of Education terminate the following Student Transportation Route that was awarded on February 23, 2015:

<u>VENDOR</u>	<u>ROUTE #</u>	<u>DESTINATION</u>	<u>CONTRACT AMOUNT</u>
Kid’s Choice, Inc.	23-06-NWK	School No. 6	\$3,895.00

All details of the contract terms and conditions are on file in the Office of Student Transportation.

**47. Approval of Student Transportation Contracts**

Recommends that Passaic Board of Education in full accordance with N.J.S.A. 18:A39 et seq. and N.J.A.C. 6A:27-9 et seq., award the Student Transportation Contracts to the following companies:

<u>VENDOR</u>	<u>ROUTE #</u>	<u>DESTINATION</u>	<u>CONTRACT AMOUNT</u>
D & M Tours, Inc.	35T-EV	Essex Valley School	\$17,889.00

Other quotations received for this route were:

<u>Name of Company</u>	<u>Route Per Diem</u>	<u>Aide Per Diem</u>
Durham School Services	No Quotation	-
Station Wagon Service	No Quotation	-
Town & Country Bus Co.	No Quotation	-
Trans-Ed, Inc.	No Quotation	-

<u>VENDOR</u>	<u>ROUTE #</u>	<u>DESTINATION</u>	<u>CONTRACT AMOUNT</u>
Station Wagon Service	56T-BEN	Benway School	\$11,776.00

Other quotations received for this route were:

<u>Name of Company</u>	<u>Route Per Diem</u>	<u>Aide Per Diem</u>
D & M Tours	\$224.15	\$40.00
Durham School Services	No Quotation	-
Town & Country Bus Co.	\$169.90	\$50.00
Trans-Ed, Inc.	No Quotation	-

All details for the terms and conditions of each contract are on file in the Office of Student Transportation.

**48. Resolution Approving Contract with Essex Regional Educational Services Commission of Fairfield, New Jersey to Provide Student Transportation Services**

Recommends that Passaic Board of Education in full accordance with N.J.A.C. 6A:27-10 et seq., approves the contract between the Passaic Board of Education and

Essex Regional Educational Services Commission  
369 Passaic Avenue  
Fairfield, NJ 07004

to provide student transportation services on an as needed basis.

The term of the contract will be from July 1, 2015 through June 30, 2016, according to the school calendar.

The Passaic Board of Education agrees to submit an application per student per route as needed. Essex Regional Educational Services Commission will be compensated in accordance with the number of students placed on transportation.

**Account No.:** 11-000-270-518-55-0000

**49. Resolution Acknowledging School Emergency Exit Drills (Evacuation) from School Buses**

Recommends that Passaic Board of Education in full accordance with N.J.A.C. 6A:27-11.2(d), hereby acknowledges the School Emergency Exit Drills (Evacuation) from school buses held at the public and private schools as follows:

School Name	Location of the Drill	Route No.	Date of Drill	Time of Day Drill Conducted	Person Conducting Drill
Capri Institute	Clifton	43CAP	2/23/15	11:50 am	Nadine Filippini
Eastwick College	Hackensack	29EAST	2/18/15	2:03 pm	Steven P. Picciano
Eastwick College	Hackensack	30EAST	2/12/15	2:05 pm	Steven P. Picciano
Eastwick College	Hackensack	38EAST/BEN	2/24/15	11:30 am	Steven P. Picciano
Essex High School	Passaic	44EHS	2/23/15	9:10 am	Joseph A. Selph
Essex Valley School	W. Caldwell	57EV	3/11/15	2:15 pm	Ed Mathieson
Essex Valley School	W. Caldwell	57EV (E)	3/4/15	2:15 am	Ed Mathieson
Essex Valley School	W. Caldwell	103EV	3/4/15	2:15 pm	Ed Mathieson
Gramon School	Fairfield	113GS	2/23/15	8:45 am	Daniel Hidovo
Horizon School	Livingston	74HORW	2/20/15	2:10 pm	Adam Miller
Lake Drive School	Mountain Lakes	53LDS	11/11/14	7:55 am	Deanna Richter
Lincoln Technical Institute	Mahwah	65LTECH	2/23/15	2:30 pm	Steven Kent
Mountain Lakes High School	Mountain Lakes	36MLHS	11/4/14	8:45 am	Joan Alesi
New Bridges	Ridgewood	136NEWBR	2/24/15	2:45 pm	Maysun Abdelhamid
North Street School	Teterboro	98NSS	2/20/15	2:30 pm	Niel Marky
Ridgefield Memorial HS	Ridgefield	80RMHS	3/6/15	10:05 am	Paul Brodsky
Sage Day	Mahwah	107SAGE	2/23/15	2:17 pm	Douglas Palermo
Sawtelle Learning Center	Montclair	122VSL	3/12/15	8:50 am	Laura Duncan
Union Street School	Hackensack	87USS	2/24/15	8:15 am	Mariela Tarre
Windsor Academy	Woodland Park	114WA	2/20/15	1:55 pm	Tony Idever
Windsor Learning Center	Pompton Lakes	86WLC	2/24/15	8:55 am	Eric Lynch

- **End of Business and Finance Section** -

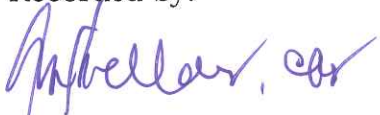
March 30, 2015

**K) New and Unfinished Business**

**L) Adjournment**

*The meeting adjourned at 7:00 p.m.*

Recorded by:



Ms. Erlinda R. Arellano  
School Business Administrator/Board Secretary